

POORNA CHANDRA RAO KOSIREDDY

Sr.Accountant Officer

☎: 9052206042

Date of Birth : 04/04/1980

✉: kosireddy.kpc30@gmail.com

Gender : Male

📍 : D.No- 8-62-26, VIDAY NAGAR , OLD C B I
OFFICE(OPP), VISAKHAPATNAM, ANDHRA
PRADESH.

Marital Status : Married

Nationality : India

Passport No. : NA

SUMMARY

ACCOUNTANT with over 15 years of successful experience in Sales tax and income tax . Recognized consistently for performance excellence and contributions to success in industry. Strengths in knowledge and income tax backed by training in online about new taxation.

Multi-talented clearing last 5 income tax pending issues consistently rewarded for success in planning and operational improvements. Experience in policy development and staff management procedures positively impacting overall morale and productivity.

Enthusiastic accountant eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Clear understanding of any task and training in Motivated to learn, grow and excel in [Industry].

WORK EXPERIENCE

August 2016 -
Till Date

SENIOR ACCOUNTANT

SRI SRINIVASA VIDYA PARISHAND

VISAKHAPATNAM, ANDHRA

PRADESH

- Manage and archive quality documentation and participate in internal and external quality audits
- Presented metric reporting and [Timeframe] account reviews to [Type] team and clients
- Developed, updated and maintained database of existing and potential customers in [Software]
- Tracked customer shipment requirements to improve customer satisfaction while increasing service efficiencies
- Developed and executed plans to monitor standard process adherence

EDUCATION

April 2001 -
October 2004

FINANCE & BANKING - JASSVER ENGLISH MEDIUM SCHOOL

Bachelor Of Commerce

VISAKHAPATNAM,
ANDHRA PRADESH.

SKILLS

BRANCH
RECONCILIATION

★★★★★

FACE
LESS
INCOME
TAX
UPLONDING

☆☆★★★★

GETTING
LOANS
FROM
BANKS

★★★★★

HOBBIES

READING BOOKS

LEARNING WORK FROM ONLINE

WATCHING TV

REFEREES

Available on Request